ACTION

AGENDA ITEM: Regional Library Network Development

ISSUES TO COME BEFORE THE BOARD AT THIS MEETING:

1. Consider the Regional Library Networks' Plans of Services, and their associated budgets for the 2002/03 fiscal year.

2. Consider requests for network affiliation of new members and requests for inclusion of additional participating libraries by existing members.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the Library of California Board disapprove the 2002/03 Plans of Service for all seven regional library networks due to the current lack of funding for the Library of California, and I recommend that the Board reconsider regional plans of service for 2002/03 once funding is known and available.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the Library of California Board approve the 22 memberships for the potential members listed in Table C, with member services to begin immediately.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the Library of California Board approve the 26 additional participating libraries for existing members as listed in Table D, with services to begin immediately.

ISSUE 1: Consider the Regional Library Networks' Plans of Services for the 2002/03 fiscal year.

The Regulations for the Library of California specify that regional library networks must submit an annual plan of service by April 1 of each year in order to continue to qualify for funding. As required by law, each regional library network submitted a plan of service and a budget by the April 1st deadline.

At the April 2001 Board meeting, the Board discussed potential allocation models for distribution of 2001/02 funds. The Board approved a model which provides an equal base amount of funding, with the remaining funds to be allocated based on membership and on participating libraries. The Board elected to use the same model to allocate 2002/03 funds. This model, with the membership distribution through November 2001, is

shown below. Budget amounts in Table A represent a target budget and not an actual budget. The actual budget will not be known until the Governor signs the State Budget document.

TABLE A
REGIONAL LIBRARY NETWORK ALLOCATION MODEL
FOR PLAN OF SERVICE DEVELOPMENT FOR 2002/03

Region	Base Allocation	Members 2001/02	% LOC Members	Member $ Distribution	Participants	% LOC Participants	Participant Distribution	TOTAL
Cascade Pacific	$ 200,000	39	7%	$ 40',184	102	6%	$ 33,081	$ 273,265
Golden Gateway	$ 200,000	147	26%	$ 151,461	440	24%	$ 142,704	$ 494,164
Sierra Valley	$ 200,000	76	13%	$ 78,306	226	12%	$ 73,298	$ 351,604
Arroyo Seco	$ 200,000	134	23%	$ 138,06	502	28%	$ 62,812	$ 500,878
Tierra del Sol	$ 200,000	88	15%	$ 90,670	278	15%	$ 90,163	$ 380,833
Heartland	$ 200,000	45	8%	$ 46,366	176	10%	$ 57,081	$ 303,447
Gold Coast	$ 200,000	42	7%	$ 43,275	90	5%	$ 29,189	$ 272,464
TOTAL	$ 1,400,000	571	100%	$ 588,328	1814	100%	$ 588,328	$ 2,576,655

(includes revised member and participant totals through November 2001 Library of California Board meeting)

Staff have reviewed the Plans of Service as required by the Library of California Regulations, Section 20320, to ensure compliance with legal requirements of the Act, the Regulations, and Board policy directives.

Presented as **Exhibit A** is a matrix used by staff to tabulate staff review of regional plans of service. Each region provided funding for all six program elements, and each has also provided goals, methods of assessment and/or standards and measures for each service element.

Exhibit B provides a summary of the funding each region intends to use for the required elements of its plan. Each region has met the Board's policy requirement of funding only those areas of service specified by the Board. As part of each plan of service, each region was asked to provide, if possible, an estimate of what funding would be necessary to fully fund each element for the upcoming fiscal year. Each region provided this information and projected the funding needed to implement each service area at an adequate level. Estimated funds needed for complete implementation are included as the second table on **Exhibit B** for your interest.

Exhibit D is a table of estimated membership for regional library networks for 2003/04 as presented in their plans of service. In spite of limited funding for LoC services, regions are anticipating continued growth. All segments are expected to continue to grow with greatest increases anticipated in the school and special library segments. A summary of anticipated growth is shown below in Table B.

<table>
<tr><td colspan="4">Table B
Estimated Growth Between Current Membership and 2003/04</td></tr>
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Library Segment	Actual May 2001/02	Estimated 2003/04	% Growth
Academic members	163	191	17%
Participating libs	247	303	23%
Public members	171	177	4%
Participating libs	1029	1074	5%
School members	144	201	40%
Participating libs	414	558	35%
Special members	117	151	29%
Participating libs	133	180	35%
TOTAL Members	595	720	21%
TOTAL Participating	1823	2115	16%

Comment: Plan of Service structure and content were discussed at two meetings of the Regional Contacts group in 2001. These discussions resulted in changes in the model template for the Plan of Service. In the model template for 2002/03, *Standards and Measures* were replaced by 1) *Assumptions used in developing this Plan of Service* and 2) *Methods to be used to assess the effectiveness of this Plan of Service*. Some regions, however, continued to declare *Standards and Measures* in one or more of the service elements. The *Assumptions* that were stated differed in type and depth from region to region and even from element to element. Clearly, there was not a common understanding of the purpose of this section, although the information provided valuable insight into the narrative. More discussion would be useful to draw the regions toward a more common way of describing the services and activities that make up the Library of California, and staff should work with regional contacts to develop a more schematic or matrix-like and less narrative format in the model template. Narrative will continue to be important to illuminate and clarify, although narrative is not necessary to proclaim the essential good of the service.

A number of regions updated Long Range Plans of Service: Cascade Pacific, Golden Gateway, Arroyo Seco, Heartland, and Gold Coast. Others are in the process of reviewing their Long Range Plans. It is still too early in the developmental phase to begin to consider specific standards and measurements of these standards. Budget/funding constraints hinder development of services to member libraries, thereby

increasing the difficulty of even beginning to consider appropriate standards and measures. It is a time to continue to develop and to explore service needs and options.

Recommendation:

The regional library networks have complied with the Act and the Regulations in supplying to the Board their adopted Plans of Service and Long Range Plans. At the time this document was printed, all that was known about the May Revise impact on LoC is that local assistance funding was recommended to be cut by over 70%. Staff believes that until the regional library network staff and boards and LoC staff have had the opportunity to review and respond to these cuts, it appears precipitous to approve plans of service that cannot be funded even marginally.

ISSUE 2: Consider membership applications for potential members and additional participating libraries for existing members.

Included in Table C, Requests for Network Affiliation for New Members, are the membership applications received from potential new members. These 22 applications have been approved by the boards of their regional library networks, and forwarded to the Board for your approval. These 22 members represent 39 participating libraries.

According to the LoC Regulations, Section 20313, all requests for affiliation with regional library networks shall be approved by regional library networks and forwarded to the State Board for action. Board policy allows for members to begin to receive member benefits immediately upon Board action, although network compensation will be assigned annually upon approval of the State Budget. All applications listed below have met the requirements of this regulation.

Table C
Requests for Network Affiliation for New Members

ARROYO SECO

Members	Participating Libraries
Braille Institute	Library
Irwindale Public Library	Main Library
ONE Institute & Archives	Library
Rosary High School	Library
St. Margaret's Episcopal School	Library
San Gabriel Mission High School	Library
San Gabriel Unified School District	Gabrielino High School Library
	Jefferson Middle School Library
University of Southern California	Law Library

GOLD COAST

Members	Participating Libraries
Coast Union High School	Library

GOLDEN GATEWAY

Members	Participating Libraries
Mendocino-Lake Community College District	Mendocino College Library
Monterey Institute of International Studies	Library
San Juan Bautista City Library	Carl Martin Luck Memorial Library
San Leandro Public Library	Main Branch
	Manor Branch
	Mulford Marina Branch
	South Branch
Santa Rosa Junior College	Bernard C. Plover Library
	Mahoney Library

HEARTLAND

Members	Participating Libraries
Central Unified School District	Liddell Elementary Library
	Central High East Library
	Central High West Library
	Teague Elementary Library
Lindsay Unified School District	Lindsay High School Library
Reef-Sunset Unified School District	Sunrise High School Library
University Medical Center, Fresno	Medical Library

SIERRA VALLEY

Members	Participating Libraries
Elk Grove Unified School District	Elk Grove High School Library
	Florin High School Library
	James Rutter Middle School Library
	Joseph Kerr Middle School Library
	Laguna Creek High School Library
	Prairie Elementary School Library
	Samuel Jackman Library
Grant Joint Union High School District	Foothill High School Library
	Grant Union High School Library
	Highlands High School Library
	Rio Linda High School Library
Lake Tahoe Community College	Library

TIERRA DEL SOL

Members   **Participating Libraries**
Murrieta Valley Unified School District   Murrieta Valley High School Library

Recommendation:

Staff is recommending approval of these memberships, with service to begin immediately.

Included in Table D, Requests for Network Affiliation for Additional Participating Libraries for Existing Members, are the applications from existing members for 26 additional participating libraries.   In accordance with Board policy, staff is recommending approval of these additional participating libraries, with service to begin immediately.

Table D
Requests for Network Affiliation for Additional Participating Libraries
for Existing Members

ARROYO SECO

Member	**New Participating Library**
Long Beach Unified School District	Avalon School Library
	Bret Harte Library
	International Elementary School Library
	Jane Addams Library
	Lindbergh Middle School, The Reading Room
	Luther Burbank Elementary School Library
	Newcomb Academy Library
	Poly Academy of Accelerated Learning
	Renaissance Career Academy Library
	Starr King Edison Academy Library
	Tucker School Library

GOLD COAST

Member	**New Participating Library**
Archdiocese of Los Angeles	Bishop Garcia Diego High School Library

GOLDEN GATEWAY

Member	**New Participating Library**
Stanford University Libraries	Art and Architecture Library
	Branner Earth Science Library
	Braun Music Center
	Classics Library
	Cubberly Education Library
	Falconer Biology Library
	Harold A Miller Marine Biology Library
	J Henry Meyer Memorial Library

Jonsson Library of Government Documents
Mathematical and Computer Sciences Library
Stanford Auxiliary Library
Stanford University Physics Library
Swain Chemistry Library
Terman Engineering Center Library

Included with this Document as **Exhibit C** is the revised membership data table for regional membership which reflects the changes to membership proposed in this Document.

RELATED ISSUES TO COME BEFORE THE BOARD IN THE FUTURE:

1. Consider funding Regional Library Network operations for the upcoming fiscal year.

2. Consider modification of status of community colleges from participating libraries to members of regional library networks.

3. Discuss and consider additional network services and programs to be included in the Budget Change Proposal (BCP), to be submitted in Fall 2002.

4. Consider additional membership/participating library applications from institutions and/or public library jurisdictions.

5. Consider transitional issues related to regional library network services.

Relevant Committee: Support Services
Staff Liaison: Diana Paque/Cathie Helmick

Library Network	Long Range Plan	Annual Plan of Service											
		18841 Administration		18842 Telecom Infrastructure		18842(c) Delivery		18845 Training & Continuing Ed		18846 Information & Referrals		18847 Public Awareness	
		Meets Require-ments	Includes Budget	Meets Require-ments	Includes Budget	Meets Require-ments	Includes Budget	Meets Require-ments	Includes Budget	Meets Require-ments	Includes Budget	Meets Require-ments	Includes Budget
I Cascade Pacific	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
II Golden Gateway	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
III Sierra Valley	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
IV Arroyo Seco	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
V Tierra del Sol	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
VI Heartland	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
VII Gold Coast	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

2002/03 Long Range Plan and Annual Plan of Service Submitted By
LIBRARY OF CALIFORNIA REGIONAL LIBRARY NETWORKS

Exhibit A

Regional Library Network Plans of Service, 2002/03 Planning Budgets

Regional Library Network	18841 Administration	18842 Telecom Infrastructure	18842c Delivery	18845 Training & Continuing Ed	18846 Information & Referrals	18847 Public Awareness	Total
Cascade Pacific	142,447	26,700	9,400	2,500	88,118	4,100	273,265
Golden Gateway	187,750	102,000	35,000	15,000	144,400	10,000	494,150
Sierra Valley	55,500	119,054	51,500	52,000	72,300	1,250	351,604
Arroyo Seco	300,392	79,486	10,000	23,000	76,000	12,000	500,878
Tierra del Sol	221,418	13,000	15,756	1,530	118,541	10,755	381,000
Heartland	75,786	30,256	113,107	9,015	51,466	23,817	303,447
Gold Coast	136,464	35,000	35,000	30,000	35,000	1,000	272,464
Totals	1,119,757	405,496	269,763	133,045	585,825	62,922	2,576,808

Note: Golden Gateway Library Network Plan of Service places Library of California allocated funds in a column labeled "Regional," not "LoC".

Question #6--Estimated funds for complete implementation of service

Regional Library Network	18841 Administration	18842 Telecom Infrastructure	18842c Delivery	18845 Training & Continuing Ed	18846 Information & Referrals	18847 Public Awareness	Total
Cascade Pacific	215,375	110,000	41,500	10,500	169,500	16,000	562,875
Golden Gateway	359,750	900,000	35,000	120,000	1,000,000	20,000	2,434,750
Sierra Valley	189,000	586,000	97,000	132,500	629,500	36,000	1,670,000
Arroyo Seco	1,190,000	425,000	645,000	175,000	2,205,000	150,000	4,790,000
Tierra del Sol	517,075	70,000	302,000	37,000	658,000	57,000	1,641,075
Heartland	124,158	48,256	151,737	71,015	194,227	82,700	672,093
Gold Coast	200,000	95,000	60,000	50,000	550,000	30,000	985,000
Totals	2,795,358	2,234,256	1,332,237	596,015	5,406,227	391,700	12,755,793

Note: Golden Gateway Library Network 18842c Delivery is unknown but assumed to be more than 35,000

Note: Arroyo Seco 18842c Delivery includes van purchases for first year

EXHIBIT B

Regional Library Network Membership as of the May 2002 Board Meeting*

	Region I: Cascade Pacific	Region II: Golden Gateway	Region III: Sierra Valley	Region IV: Arroyo Seco	Region V: Tierra del Sol	Region VI: Heartland	Region VII: Gold Coast	TOTAL
Academic Colleges/Universities	9	47	16	42	24	11	14	**163**
Participating Libraries	9	78	23	70	38	13	16	**247**
Public Library Jurisdictions	13	48	21	42	31	9	7	**171**
Participating Libraries	68	244	134	275	164	95	49	**1029**
School Districts/Independent	13	34	22	33	15	19	8	**144**
Participating Libraries	22	82	59	128	48	63	12	**414**
Special Agencies	4	26	21	16	22	12	16	**117**
Participating Libraries	4	28	23	22	26	13	17	**133**
Regional Totals **Members**	Region I: 39	Region II: 155	Region III: 80	Region IV: 133	Region V: 92	Region VI: 51	Region VII: 45	**TOTAL** **595**
Participating Libraries	103	432	239	495	276	184	94	**1823**

*Subject to Board Approval at the May 30

Exhibit C

Regional Library Network Membership
For 2003/04 based on Regional Plans of Service Estimates

	Region I: Cascade Pacific	Region II: Golden Gateway	Region III: Sierra Valley	Region IV: Arroyo Seco	Region V: Tierra del Sol	Region VI: Heartland	Region VII: Gold Coast	TOTAL
Academic Colleges/Universities	9	55	15	55	25	16	16	**191**
Participating Libraries	9	120	22	80	34	20	18	**303**
Public Library Jurisdictions	13	48	21	47	31	9	8	**177**
Participating Libraries	67	251	140	288	177	99	52	**1074**
School Districts/Independent	15	45	25	50	19	35	12	**201**
Participating Libraries	28	100	70	145	102	95	18	**558**
Special Agencies	6	40	23	25	21	20	16	**151**
Participating Libraries	6	45	25	32	26	29	17	**180**
Regional Totals Members	Region I: 43	Region II: 188	Region III: 84	Region IV: 177	Region V: 96	Region VI: 80	Region VII: 52	**TOTAL 720**
Participating Libraries	110	516	257	545	339	243	105	**2115**